



Controller *John Chiang*

California State Controller's Office

Applicants with disabilities who need reasonable accommodations, such as a Sign Language interpreter, a reader, or assistance attending an interview please call (916) 323-3055. For Voice / Relay Services, please call: 711.

Position:

(5002) Attorney

Position #:

051-720-5778-XXX

Salary Range:

\$4674 - \$8141

Issue Date:

10/7/2014

Contact:

Rick Chivaro, (916) 445-3028

Location:

State Controller's Office /
Executive Office
300 Capitol Mall, 18th Floor
Sacramento, CA 95814

Final Filing**Date:**

October 20, 2014

Application Information:

Individuals who are currently in this classification, or are eligible for lateral transfer or promotion, or are reachable on a certification list may apply. SROA/SURPLUS candidates will be given priority.

For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.

Submit a Std.678 State Application and Resume to:

State Controller's Office
Human Resources Office
ATTN: Classification Unit
300 Capitol Mall, Ste. 300
Sacramento, CA 95814

General Description:

The State Controller's Office is actively recruiting for the position of an Attorney. The State Controller is a public servant with the responsibility of safeguarding the expenditure of public dollars. We are a professional organization and highly regarded as the hub of financial information. Our strength lies within the people employed within our organization and their commitment to excellence. If this description intrigues you, then consider submitting your application. We are interested in like-minded individuals who enjoy challenges and serving this state.

Qualified applicants may receive a scheduled interview.

The candidate selected will provide legal advice/support to the Chief, Legal Counsel for the State Controller and his management team in connection with court cases, administrative hearings, contracts, legislation, and regulatory issues. In addition, the individual identified for selection to this position will be required to undergo a fingerprint clearance before a confirmed offer is made.

Scope of Position:

With general direction provided by the Chief Counsel, perform professional legal work for the State Controller's mandated fiscal programs, State Boards and Commissions, and/or employment related cases. Specific tasks include, but are not limited to the following:

Duties and Responsibilities:

(Candidates must perform the following functions with or without reasonable accommodations.)

- Study, interpret, and apply laws, court decisions, and other legal authorities to issues being addressed within various divisions within the State Controller's Office;
- Prepare and assist in case preparation and/or legal responses to challenges presented to the State Controller's Office;
- Provide legal research for the full range of office programs and issues introduced in relationship to the numerous boards and commissions that the State Controller maintains responsibilities;
- Assess, assemble, and evaluate evidence;
- Provide legal advice to management when instructed;
- Assist and/or conduct negotiations in relationship to settlements;
- Meet and confer with legal staff from state departments and local governments to seek resolution of problems of common interest;

Please write “051-720-5778-xxx” on your application and indicate the basis of your eligibility in the job title section. Applications without this information may be rejected.

(Statewide)

- Travel to various meeting locations, hearings, SCO facilities for representation to conduct consultation, negotiations, or legal research.

Desireble Qualifications:

- Member of the California Bar;
- Knowledge of the State Controller’s Responsibilities;
- Understanding of the California State statutory laws and provisions of the State Constitution;
- Knowledge of legal principles and application.

The State Controller's Office is committed to providing an equal employment opportunity to all, providing reasonable accommodations, prohibiting sexual harassment and discrimination based on race, color, ethnicity, national origin, ancestry, sex (gender identity), age, disability, genetic information, religion, sexual orientation, political affiliation, marital status, pregnancy, military status, and to providing protection against retaliation. Rev. 8/12